

CONFIDENTIAL

12 OCT 1983

MEMORANDUM FOR: Director of Logistics

FROM: [REDACTED]

Chief, Supply Division, OL

SUBJECT: Weekly Report - 4 - 11 October 1983

1. Progress Report on Tasks Assigned by the DCI/DDCI:

None.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:a. Standard Official Stationery for the Central Intelligence Agency

The Supply Management Branch, SD/OL, is coordinating OL's efforts on the initial stockage of the two sizes of the new official CIA letter stationery and appropriate envelopes. The new stationery will replace the CIA black letterhead stationery currently in Agency stock that is used for official correspondence. A draft of the proposed Headquarters Notice advising of the change is now being circulated by the Regulations Control Division prior to official publication. [REDACTED]

b. Accounting Course

There are fifteen students currently enrolled in Supply Division's Headquarters Property Accounting Course, which is being held [REDACTED] during the period 11-13 October 1983.

c. Chief, Supply Management Branch, SD/OL, on European Trip

Chief, Supply Management Branch accompanied Chief, [REDACTED] on a European fact finding trip. Included on his agenda is a stop at [REDACTED] where he will discuss mutual support concepts for European, Near East, and African Stations. [REDACTED]

3. Significant Events Anticipated During the Coming Week:

None.

CONFIDENTIAL